



## YOUTH COMMISSION AGENDA REPORT

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February 12, 2020  
Item 5

**TITLE: DISCUSS EVALUATION PROCESS AND MEETING FORMAT FOR FISCAL YEAR 2020/2021 COMMUNITY GRANT FUNDS – YOUTH CATEGORY PROGRAM REVIEW**

**SUMMARY**

The Youth Commission will be reviewing and recommending approval of the Fiscal Year 2020/2021 Community Grant – Youth Category applications at its March 11, 2020 meeting. To prepare for the review and funding recommendation process, the commission should discuss the evaluation process and meeting format. Staff is also available to answer technical questions commissioners may have related to the use of ZoomGrants, the online grant software program.

**RECOMMENDATION**

Discuss evaluation process and meeting format for Fiscal Year 2020/2021 Community Grant Funds – Youth Category Program Review

**FINANCIAL STATEMENT**

There are no immediate costs associated with this process, until funding recommendations are approved by City Council.

**BACKGROUND**

The Youth Commission will be reviewing the Fiscal Year 2020/2021 Community Grant applications - Youth Category online with the ZoomGrants program. Community Grant applications for Fiscal Year 2020/2021 were due Monday, January 27, 2020, by 3 p.m. Attachment 1 lists the six applications received with an aggregate funding request of \$42,500. The youth category grants have allocated \$40,000 for fiscal year 2020/2021.

The commission received an email on Tuesday, January 28, 2020, providing notification that the application deadline passed and that commissioners were encouraged to start reviewing online applications through ZoomGrants. Applications will remain available for review until Monday, February 17, 2020, at 11:59 p.m. Applications will still be viewable on ZoomGrants after that time; however, commissioners will not be able to modify entries.

At the March 11, 2020, meeting, city staff will provide recommendations and a summary of the commissioners' review in an agenda report for commission consideration.

**ALTERNATIVE ACTION**

Any other action as determined by the Youth Commission.

Submitted by:

A handwritten signature in cursive script that reads "Nicole Thomas".

Nicole Thomas Recreation Supervisor

Attachments:

1. FY 2020/21 Community Grant - Application Summary